

**Minutes of a meeting of Horrabridge Parish Council held in the Village Hall
On Tuesday 13th June 2023 at 7.30pm**
(also available at www.horrabridge-pc.gov.uk)

Present: Cllr M Huda (Chairman), Cllr S Roche (Vice Chairman), Cllr E Hemsil,
Cllr C Edmondson, Cllr D Farrar, Cllr Moorhead, Cllr Glinn, Cllr Hussey,
Cllr Emptage,

In Attendance:
Caroline Ellis – Clerk
4 Members of the public

019:23/24 Open Session –A member of the public congratulated the Chairman on the number of Councillors on the Parish Council. He reported there was an issue with weeds around the village. It was asked if the Handyman could spray the weeds. The previous Handyman had the correct certification to be able to carry out the spraying of weed killer. It was asked if this could be added as an agenda item for the next meeting.

020:23/24 Apologies for Absence – Apologies tendered by Cllr Lear who had to attend another meeting.

021:23/24 Apologies without Absence – None

022:23/24 Declarations of Interest – None

023:23/24 Confirmation of the minutes of the Parish meeting held on Tuesday 16th May 2023 – The Council **RESOLVED** to agree the minutes of the Tuesday 16th May 2023 Annual Parish Council Meeting and was a true record and was signed by the Chairman. Proposed Huda, seconded Cllr Edmondson one abstention.

024:23/24 Planning Applications -
0230/23 Alteration to number of caravans from 9 residential, 18 holiday, 30 touring caravans and up to 16 chalets to 10 residential, 18 holiday, 30 touring and up to 16 Chalets.
On the proposition of Cllr Roche seconded, Cllr Huda, the Council **RESOLVED** to submit a neutral response to the application.

The Council noted the following decisions of the Planning Authority

0109/23 Construction of a single storey timber workshop/storage shed at the end of the garden, two front facing windows and front facing doors. St Petroc, North Road, Yelverton PL20 6EE
Grant Conditionally

0085/22 Construction of up to five dwellings, land at Highlands, Horrabridge PL20 7TZ
Grant Conditionally

0101/23 Single storey rear extension to dwelling for improving dining room, The Shrubbery, Bedford Road, Horrabridge PL20 7QH
Grant Conditionally

0125/23 Construction of local needs custom build dwelling, garage and associated landscape works, Rose Villa, Bedford Road, Horrabridge PL20 7QW
Refusal of Planning Permission

23/0025 To carry out works to tree(s) in a conservation area. Rivercote, Chapel Lane, Horrabridge
No objection

0143/23 Erection of factory constructed timber frame annex chalet, The Manor, Plymouth Road, Horrabridge
Refusal of Planning Application

- 25:23/24** **Finance** – The bank reconciliation, Trial Balance and Budget Report dated 31st May 2023, was reviewed and on the proposition of Cllr Huda, seconded Cllr Edmondson, the Council **RESOLVED** to approve.
Payments, the Clerk's and staff salaries was reviewed and on the proposition of Cllr Huda, seconded Cllr Farrar, the Council **RESOLVED** to approve.
It was noted the emergency purchase of the strimmer was approved by the Council by email as circulated by the Clerk at a cost of £579.17
- 26:23/24** **Open Spaces** – On the proposition of Cllr the Council **RESOLVED** to elect Cllr Glinn as Chair of Open Spaces Huda, seconded Cllr Edmondson. Other members of the Committee would be Cllr Edmondson and Cllr Moorhead. It was agreed Cllr Edmondson would be responsible for the play equipment and benches in the parks.
- 27:23/24** **Policies and Terms of Reference** – On the proposition of Cllr Huda, seconded Cllr Moorhead the Council **RESOLVED** to adopt the following policies and Terms of References
- Cemetery Rules and Regulations
 - Tree Management Policy
 - Events Working Group – Terms of Reference
 - Delegation Scheme
 - Village Hall Maintenance and Refurbishment Working Group – Terms of Reference.
- 28:23/24** **Davie House** –The Clerk informed the Council she had been in contact with the Development Manager for the site. They had spoken to the contractor who had advised all suppliers and subcontractors that there to be no deliveries before 9am or after 2.30pm during school times.
- 29:23/24** **PUWER Training (Provision and Use of Work Equipment Regulations 1998)** – On the proposition of Cllr Huda seconded Cllr Glinn, the Council **RESOLVED** to approve Cllr Moorhead and the handyman to attend the course at an approximate cost of £25 per person.
- 30:23/24** **Devon Communities Together (Village Hall Audit)** - The Clerk had met with a representative from Devon Communities Together in December 2022 to conduct a Village Hall Audit. HPC were then entered automatically into a prize draw. The Clerk informed the Council, HPC had won 3rd prize of £200. The Clerk suggested the money could go towards purchasing and installing a baby changing unit in the disabled toilets. The Clerk would obtain quotations and report to the Council.
- 31:23/24** **Beating the Bounds** – Cllr Hemsil reported the previous event was cancelled due to Covid and suggested the Council organise another event. It was agreed for the event to take place in September 2024 and to form a Working Group in February 2024 to plan the event.
- 32:23/24** **Replacement Battery for Mower** – Cllr Glinn reported the replacement battery was not needed.
- 33:23/24** **Plusnet** – On the proposition of Cllr Hemsil, seconded Cllr Emptage the Council **RESOLVED** to approve moving to BT Connect at a cost of £23.95 per month for a

digital line and broadband (currently paying £22.00 per month) as Plusnet would not be supporting business users after 5th September 2023 and all phonelines would be digital by 2025.

- 34:23/24** **Waste Bins** – On the proposition of Cllr Huda, seconded Cllr Farrar the Council **RESOLVED** to approve the purchase of one Glasdon Jubilee Recycled Material 110L bin for Weir Park at a cost of £492.04
- 35:23/24** **Website** – On the proposition of Cllr Huda seconded Cllr Farrar the Council **RESOLVED** to approve updating the website to WordPress as the current website provider would not be offering Site Builder after the end of November 2023, at an estimated cost of £300 for the website and £150 for transferring the data. This would make the website assessable to all devices including phones and tablets.
- 36:23/24** **20's Plenty for Us** – On the proposition of Cllr Farrar, seconded Cllr Huda the Council **RESOLVED** to support the 20's Plenty for Devon campaign and asked the Clerk to write to Devon County Council to request 20mph speed limits on streets throughout Devon where people live, work, shop, play or learn, with 30mph as the exception on those roads, where full consideration of the needs of vulnerable road users allows a higher limit.
- 37:23/24** **Summer Fair 2nd September 2023** – Cllr Farrar reported a meeting was planned for 20th June 2023. The meeting was open to all residents to attend. They would be supporting RNLI charity. They would be approaching local youth groups for fresh ideas.
- 38:23/24** **2-Way Radios** – Cllr Edmondson advised the Council on the specifications of 2-way radios. The Council agreed to look at the proposed device and asked for it to be resolved at the next meeting.
- 39:23/24** **Truck Repairs/Replacement** – Cllr Glinn reported the truck was currently in the garage waiting for the replacement parts. The truck may need further work and it was suggested to investigate replacing the truck with a small van, possibly a Ford Transit Connect. Councillors offered to look into costs involved.
- 40:23/24** **Village Hall Refurbishment** – Cllr Roche assessed the Village Hall with the Caretaker. It was agreed work was needed to the Village Hall. Cllr Roche had previously circulated a list of possible work needed. Quotations would be obtained and reported to the Council for approval before work commences. On the proposition of Cllr Huda, seconded Cllr Farrar the Council **RESOLVED** to elect Cllr Roche as Chairman of the Village Hall Maintenance and Refurbishment Working Group. Other members of the Working Group would be Cllr Moorhead and Cllr Edmondson.
- 41:23/24** **Christmas Trees** – Cllr Farrar suggested having a number smaller trees in the park and ask organisations to decorate. Cllr Glinn offered to obtain the trees. Cllr Farrar would contact local groups to see if they would be interested.
- 42:23/24** **Pavilion** – Cllr Roche requested this item move to part 2 as his report contained financial information. This was agreed.
- 43:23/24** **Defibrillator** – Cllr Roche offered speak to someone from the Repair Cafe, which was on Saturday to see if the door to the defibrillator could be repaired.
- 44:23/24** **Progress Reports**- Cllr Edmondson requested the Clerk to update the Snow Warden volunteer list. One name to be deleted and two added. All salt bins were full, but it was recommended to order 3 tonnes. This would require the BBQ being removed from the salt store.

- 45:23/24** **Open Spaces Report** – Cllr Glinn reported the condition of the maple in the Old Burial Ground was not good with no regrowth and bark dropping off. The copper beech planted in Weir Park had been vandalised. The Japanese Knotweed had been treated on 5th June by the contractors. Verges in Pencreber Road had not been cut, this maybe due to cars parking on the verges. It was agreed that the Handyman should not enter the storm grid area, this was the responsibility of Environment Agency. A green cabinet had been installed by SWW on the Chapel Lane/Station Road junction. This was causing visibility issues at the junction. Cllr Glinn offered to contact SWW and explain the cabinet was causing a visual obstruction.
- 46:23/24** **Borough and County Councillor report** - None
- 47:23/24** **Councillors reports and items for future agenda** – Cllr Moorhead reported he had received complaints about the smell of sewerage in Chapel Lane. Cllr Glinn would report to SWW. Cllr Emptage requested an update regarding the damaged bridge at Youldon Way. Highways had been informed and are aware and the damage would be repaired in the next few weeks. Cllr Glinn was in consultation regarding the closure of A386. A new diversion would be in place. Cllr Farrar suggested the emergency spend budget be increased. The Clerk informed the Council the updated Delegation Scheme now allows, in the event of an emergency and the Council were unable to meet, or an urgent item needed a prompt decision, now have a spend limit up to £1000. With the consultation with the Chairman or one other Councillor. If time allows the Clerk will circulate an email to seek approval from the Council.
- 48:23/24** **Open Session** – A member of the public reported the Twinning Association had a successful visit to their twin town. Next year would be the 50th Anniversary of the Twinning. They would like to plan an event next year with the help of the Council. It was agreed to make provisions with a budget for the event. This would be in 2024/2025 budget.

It was **RESOLVED** that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following item as it involves the likely disclosure of sensitive and confidential information.

- 49:23/24** **Staffing Matters** – The Personnel Committee reported staff appraisals had been recently completed and there were no issues.
- 50:23/24** **Pavillion** – Cllr Roche reported prices and increased due to inflation and would seek further funding.

The meeting was closed at 9.08pm

Councillor M Huda
Chairman

DATED: